



DEPARTMENT OF THE AIR FORCE
AIR EDUCATION AND TRAINING COMMAND

MEMORANDUM FOR NAF APPLICANTS

FROM: 92 SVS/SVH

SUBJECT: Military Spouse Preference

WHAT IS MILITARY SPOUSE PREFERENCE (MSP)?

Military spouse preference is a benefit given to a qualifying military spouse seeking employment within the Department of Defense (which includes Nonappropriated Funds, Civil Service and AAFES positions). It gives MSP applicants a higher hiring priority for government positions.

HOW DO I QUALIFY FOR MSP?

Military spouses may be eligible to apply for employment preference for Department of Defense NAF positions in conjunction with their active duty military sponsor's transfer to a new duty station. A military spouse preference eligible is a military spouse who entered into marriage with the active duty military member prior to relocating because of service under a statutory tour. Documents depicting proof of military spouse preference eligibility are the sponsor's PCS orders where the spouse is named as the dependent of the military member. Military spouse preference does not apply when the sponsor's move is a PCS in conjunction with retirement or separation.

DO I HAVE TO USE MY MSP?

You must claim your military spouse preference when applying for DoD positions. However, not all jobs will use your MSP. Military spouse preference is terminated upon placement onto or declination of a permanent NAF, Civil Service or AAFES position (whichever occurs first) for which application is made. Preference will also be terminated on placement into any position continuing past one year in the appropriated or NAF work force, whether or not preference was applied. Temporary appointments lasting less than one year do not cause loss of preference eligibility.

OTHER PERTINENT INFORMATION.

- Military spouse preference only applies when the grade/pay band for which the spouse has applied is no higher than that previously held in the federal service. On initial appointment in the federal service, military spouse preference applies to all positions in pay bands NF-I-III, CC positions, and equivalent hourly paid Crafts and Trades positions for which qualified.
- Military spouses must apply for preference in the commuting area of the military sponsor's new duty station.
- The time period of spouse preference eligibility begins 30 days before the military sponsor's reporting date to the new duty location.
- Military spouses seeking preference with less than six months time remaining in the area may be nonselected for permanent continuing positions.
- Spouses may exercise employment preference once for each relocation of the military sponsor.

SPOUSE PREFERENCE CERTIFICATION: I certify that I have not accepted placement in or declined any Appropriated Fund (APF), Army and Air Force Exchange Services (AAFES), or Nonappropriated Fund (NAF) position at _____ AFB or in the commuting areas during this PCS.

Does your Spouse have more than 6 months remaining time for this PCS?

YES _____

NO _____

SIGNATURE

DATE